

**CHARTER  
of the  
CENTRAL ALASKA INVENTORY & MONITORING NETWORK  
BOARD OF DIRECTORS**

Introduction

This document establishes a Board of Directors for the Central Alaska Inventory and Monitoring Network. Its purpose is to outline the procedures by which the Board will implement and manage the Inventory and Monitoring Program and thereby fulfill one component of the Natural Resource Challenge.

The Central Alaska Network consists of three units of the National Park Service: Denali National Park and Preserve, Wrangell-St. Elias National Park and Preserve, and Yukon-Charley Rivers National Preserve.

Responsibilities of the Board of Directors

The Board of Directors shall oversee the development and implementation of a monitoring strategy for the Central Alaska Network. It shall be responsible for directing the inventory and monitoring program of the network and for decisions concerning planning, budgets, personnel, schedules, reporting, and program accountability.

Membership

The Board of Directors shall be comprised of the superintendents from each of the parks within the Central Alaska Network. The Central Alaska Network I&M Coordinator, the Alaska Regional I&M Coordinator, and the Alaska Regional Science Advisor shall serve as non-voting members of the Board.

Procedures

*Board Meetings:* Any member can call meetings of the Board, but there will be at least one formal meetings annually. Meetings may be held in person or by teleconference. The Board may also choose to decide matters by electronic mail with the consent of all voting members. At the first meeting, the Board shall elect a Chair who shall be responsible for calling and conducting future meetings. The Central Alaska Network I&M Coordinator shall serve as staff to the Chair to arrange meetings and logistics, produce agendas, record and distribute the minutes of board meetings, and coordinate efforts between the Board and the Technical Committee.

*Alternates and Quorums:* Any park superintendent who cannot attend or otherwise participate in a meeting of the board may assign an alternate. A park superintendent from the Central Alaska Network may not serve as the alternate, or carry the proxy of, another park superintendent. The attendance of all three superintendents or their alternates shall be required to constitute a quorum.

*Decision Making:* Actions of the Board will require the unanimous consent of the voting members. If the Board cannot reach a consensus decision, the matter will be referred to the Regional Director. All decisions will be documented with responsible individuals and deadlines identified, as appropriate.

*Technical Committee:* The Board shall create a Technical Committee to be chaired by the Central Alaska Network I&M Coordinator and comprised of natural resource managers and scientists. The Technical Committee shall provide technical assistance and advice to the Board. The Technical Committee shall specifically

1. Compile and summarize existing information about park resources,
2. Plan and conduct a scoping workshop to develop a strategic monitoring plan,
3. Develop a strategic monitoring plan,
4. Evaluate initial sampling designs, methods and protocols,
5. Assist the Central Alaska Network I&M Coordinator in the preparation of the Annual Work Plan and Annual Report,
6. Assist the Central Alaska Network I&M Coordinator in planning and conducting a Five Year Program Review.

The products and recommendations of the Technical Committee will be presented to the Board for discussion and approval or modification.

*Other Committees:* The Board of Directors may also create any other committees it deems necessary to accomplish the purposes of the Central Alaska Network I&M Program. The Board is specifically authorized to create a science advisory committee. The Board may ask this committee to review and comment on the scientific merit of any proposals, reports, or publications that may be created in connection with the I&M program. At the request of the Board, the Regional Science Advisor and the Regional I&M Coordinator shall recommend scientists with reputations for expertise and objectivity to serve on the committee. The Board shall make the final selections for any such committee and shall detail the specific action it wishes the committee to undertake.

*Monitoring Plan:* The Technical Committee shall prepare a strategic monitoring plan for the network that identifies what will be monitored, where it will be monitored, and how it will be monitored. This plan shall be presented to the Board for its approval no later than January 2003.

*Annual Work Plan:* Working with appropriate subgroups and others, the Central Alaska Network I&M Coordinator will present a proposed Annual Work Plan to the Board for discussion, modification and approval no later than November 15 each year. The Annual Work Plan will identify specific accomplishments and products, responsible individuals and deadlines, an I&M program budget, and to which park or office funds are assigned, and additional and potential funding sources (both NPS and others).

*Annual Report:* Working with appropriate subgroups and others, the Central Alaska Network I&M Coordinator will present a proposed Annual Report to the Board for discussion, modification and approval. The Annual Report will detail specific accomplishments and products, lessons learned, coordination with others and a budget summary. A detailed accounting of all I&M program funds assigned to each park and office will be appended to the Annual Report. This Annual Report will be widely distributed and posted at appropriate websites on the Internet. The Annual Report will be released no later than December 31 of each year.

*Five Year Program Review:* Beginning at the end of fiscal year 2006 and every five years thereafter, the Network will undertake a comprehensive program review to be conducted by national and regional NPS specialists, as well as qualified independent specialists from other agencies and organizations. The purpose of this review will be to evaluate accomplishments and products, protocols used for gathering data, data management, fiscal management, and staffing. The Program Review shall provide the principal basis for any significant changes in program direction, as well as reassignment of resources to any park or office.

#### Amendment

The Board may amend this Charter at any time by unanimous vote.

Approval Signatures

*for* *Diane Chung*  
Superintendent, Denali National Park and Preserve

*2/13/01*  
Date

*Greg Canfield*  
Superintendent, Wrangell-St. Elias National Park and Preserve

*Jan 31, 2001*  
Date

*David D. McQuinn*  
Superintendent, Yukon-Charley Rivers National Preserve

*2/13/01*  
Date